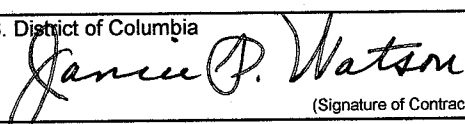


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| AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT | | | | 1. Contract Number | | Page of Pages | |
| | | | | | | 1 2 | |
| 2. Amendment/Modification Number A001 | | 3. Effective Date February 22, 2010 | | 4. Requisition No. | | 5. Solicitation Caption Mortality Investigation Services | |
| 6. Issued by: Department on Disability Services Office of Contracts and Procurement 1125 15 th Street NW., 4 th Floor Washington, DC 20005-2717 | | | | 7. Administered by (If other than line 6) | | | |
| 8. Name and Address of Contractor (No. street, city, county, state and zip code) | | | | 9A. Amendment of Solicitation No. X DCJM-2010-R-0006 | | | |
| | | | | 9B. Dated (See Item 11) February 1, 2010 | | | |
| | | | | 10A. Modification of Contract/Order No. | | | |
| | | | | 10B. Dated (See Item 13) | | | |
| 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS | | | | | | | |
| <input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <u> </u> is extended. <u>X</u> is not extended. Offerors must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning _____ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified. | | | | | | | |
| 12. Accounting and Appropriation Data (If Required) | | | | | | | |
| 13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14 | | | | | | | |
| A. This change order is issued pursuant to (Specify Authority): THE CHANGES CLAUSE, The changes set forth in Item 14 are made in the contract/order no. in item 10A. | | | | | | | |
| B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of 27 DCMR, Chapter 36, Section 3601.2. | | | | | | | |
| C. This supplemental agreement is entered into pursuant to authority of: | | | | | | | |
| D. Other (Specify type of modification and authority) | | | | | | | |
| E. IMPORTANT: Contractor <input type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return _____ copy to the issuing office. | | | | | | | |
| 14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) | | | | | | | |
| Request for Proposals (RFP) No. DCJM-2010-R-0006 for Mortality Investigation Services is hereby amended to respond to questions raised by prospective offerors, as follows: A. On the cover page, item 14 relates to acknowledgement of amendments. I noted no amendments on the DC web site. Is that correct? Response: That is correct. This is the first amendment to the solicitation. B. The cost proposal indicates a unit price per category of investigation. On page 11, C.4.5, the RFP states that the contractor shall allocate only 2 hours per month meeting by phone with the MRC and shall bill only for the hours worked. Is there separate billing for these meetings or are they not just included in the unit price? Response: The reference to number of hours is only DDS' estimate of the usual requirement. There is no separate billing for the Fatality Review Committee meetings and all costs shall be included in the unit prices. Since this is now a fixed price contract, all other cost reimbursement references are hereby deleted. | | | | | | | |
| Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect. | | | | | | | |
| 15A. Name and Title of Signer (Type or print) | | | | 16A. Name of Contracting Officer | | | |
| | | | | Janice Parker Watson | | | |
| 15B. Name of Contractor | | 15C. Date Signed | | 16B. District of Columbia | | 16C. Date Signed | |
| (Signature of person authorized to sign) | | | |  | | 2/22/10 | |
| | | | | (Signature of Contracting Officer) | | | |

- C. Related item G.2.2.3 states that the invoice must include the number of hours performed by the physician, DD nurse, etc. Again, I assume that we will not be billing by the hour for each discipline if there is a unit price per investigation.

Response: Delete the second and third sentences in Section G.2.2.3, since the fixed price will include all costs, as stated in B.2.5. The supporting documentation in the Offeror's price proposal shall include the assumptions upon which the Offeror's fixed prices are based.

- D. Most of our personnel are contract employees such as the investigator and the doctor. Is this considered subcontracting under I.5?

Yes, contract employees are considered to be subcontractors. If such subcontracts are identified in the original proposal, I.5 does not apply and further consent is not required.

- E. Do we need to include a completed Section K or can that be provided after the award of the contract?

Response: Representations in Section K are required prior to contract award. Please submit with pricing proposal.

- F. I usually send important documents via UPS. Is delivery through US Postal Service only useful if the proposal received late or must all proposal be sent via US Postal Services.

Response: For purposes of late proposals, the only acceptable evidence is via US Postal Service. If you submit a late proposal by other means and it arrives after the closing date and time, the proposal will be deemed late and may be rejected.

- G. Regarding L.16.2, does this contract require completion of the Clean Hands Certification and if so, must that be submitted with the proposal. Is so, could you supply me with the information to complete this documentation?

Response: Per L.16.2, an offeror may certify its intent to obtain the necessary license, registration or certification prior to contract award or its exemption from such requirements.

- H. In M.3.1.3, the RFP asks for submission of three sample reports conducted within the last 12 months. I assume these are actual investigations or can this be other types of reports related to conducting investigations?

Response: The sample reports must be examples of actual investigation reports, not necessarily death investigations; however, the most relevant reports will be evaluated higher.

- I. Of the 29 deaths in 2009, do you know how many of these were Category 1, 2 and 3?

Response: There were actually 25 deaths in 2008 and 26 in 2009. Accordingly, correct the numbers in the table in Section C.2.3. Category 3 is new in this solicitation and contract; previously abbreviated reports were Category 2. Of the 25 deaths in 2008, 12 were Category 1 investigations and 13 were Category 2. In 2009, four (4) of the 26 deaths were investigated as Category 1 and 22 were investigated as Category 2.

Please use the minimum and maximum numbers in Section B for pricing purposes.